

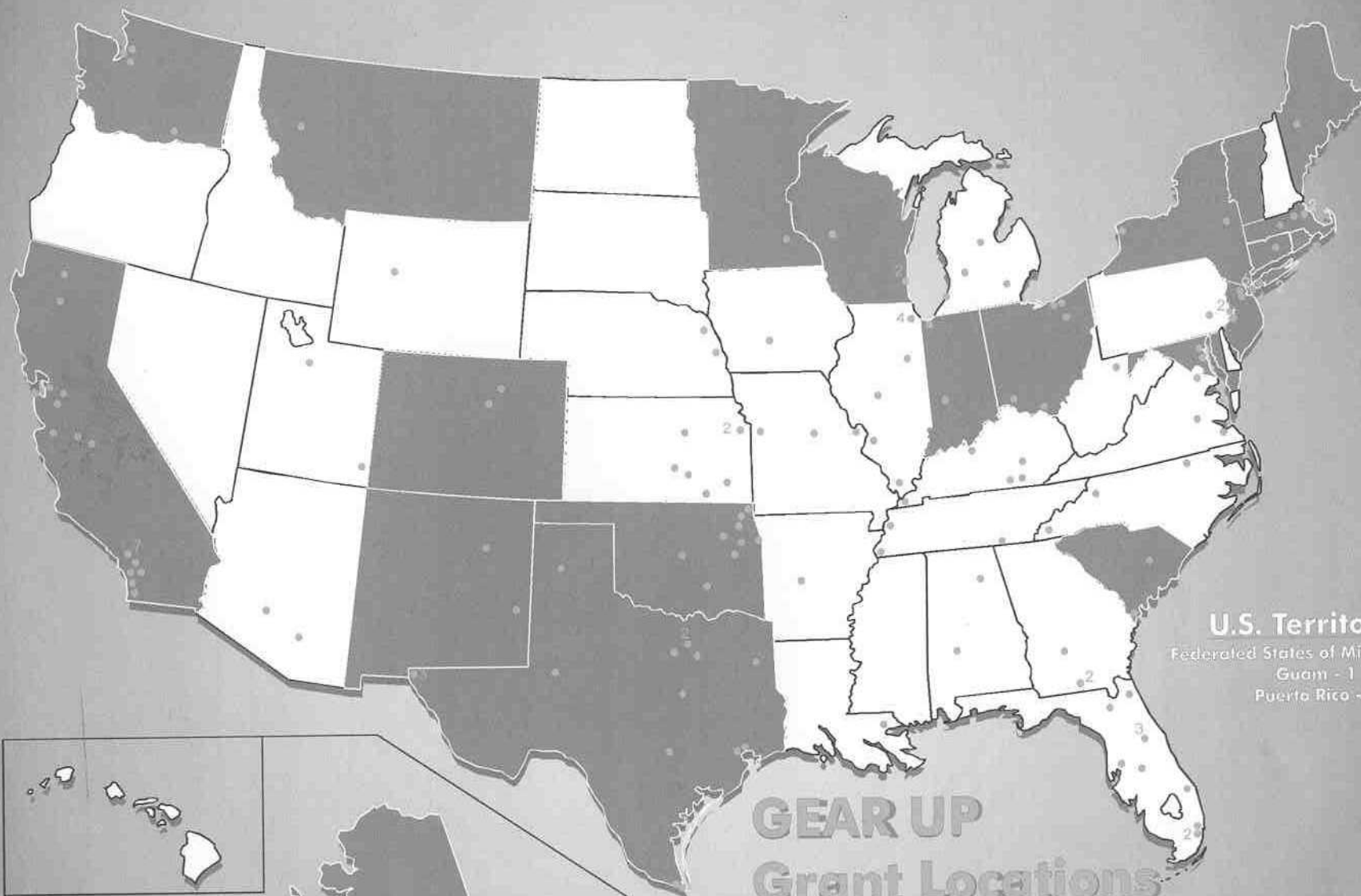
# Montana Gear Up State Program

(Gaining Early Awareness and Readiness  
for Undergraduate Programs)

*GEAR UP is predicated upon the belief and proven fact that all students can achieve at high academic levels and go on to succeed in college – provided they receive early college awareness information, rigorous academic instruction and sustained support.*

# What is Gear Up?

- A 5-year competitive matching grant through the Department of Education
- Granted to states and local partnerships
  - ✓ 21 State Grants
  - ✓ 164 Partnership Grants
- Generated from the Higher Education Act of 1998



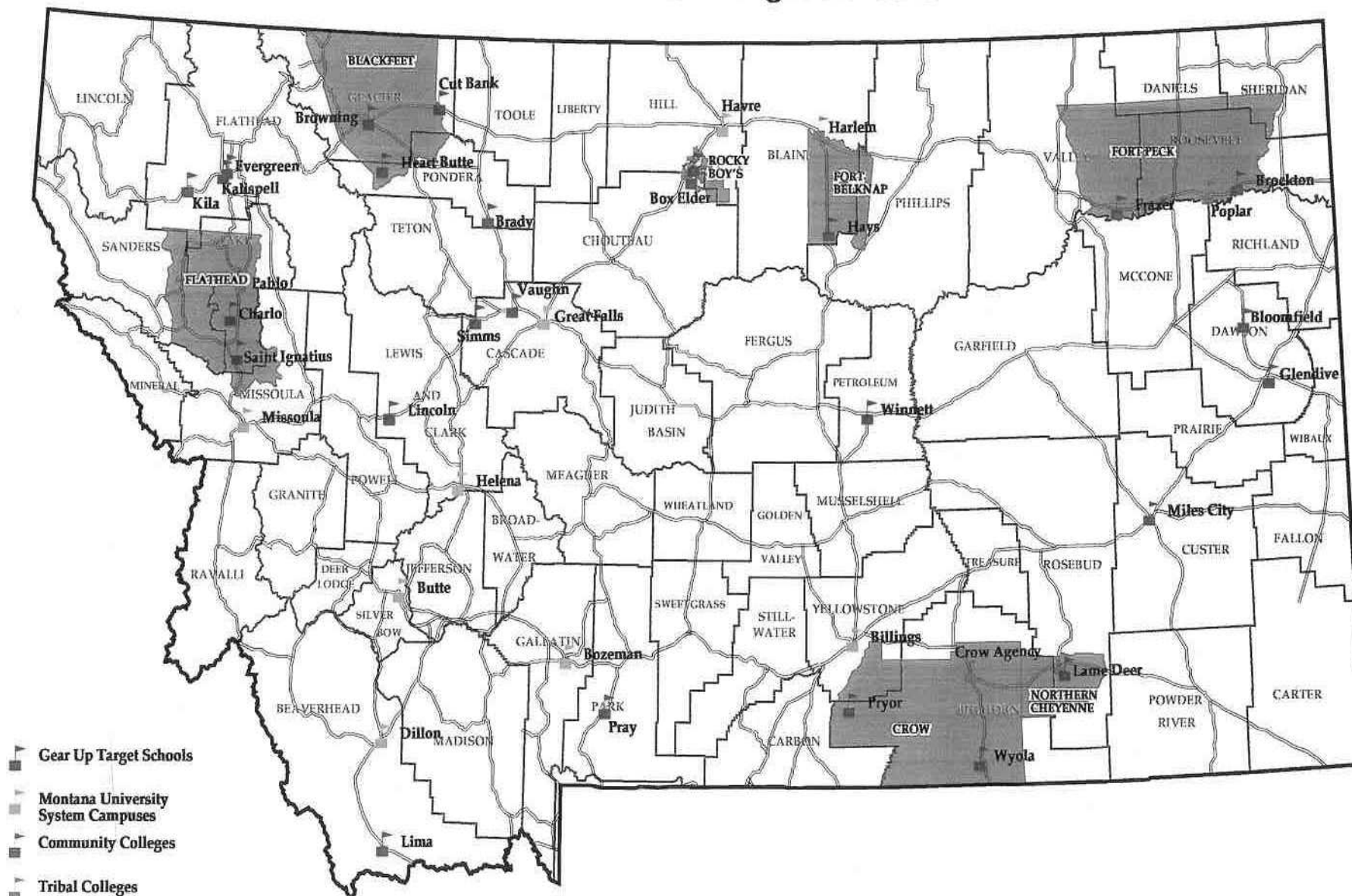
**U.S. Territories**  
Federated States of Micronesia  
Guam - 1  
Puerto Rico - 4

## GEAR UP Grant Locations

8/3/99

- - State Grants - **21**
- - Partnership Grants - **164**

## Montana GEAR UP Target Schools



# Gear Up Vision and Objectives

- Promoting equal access to education and educational excellence through concerted partnership efforts on behalf of low income students;
- Helping ensure that *all* students have access to rigorous courses that prepare them for college;
- Providing information early to students and parents about college options, required courses and financial aid;

# Gear Up Vision and Objectives

- Developing a solid academic foundation for college in the schools through challenging courses, well prepared teachers, and modern learning tools;
- Promoting, as needed, reforms and improvements in the school curriculum as well as in teaching and learning methods;
- Promoting strategies and activities for increased parent involvement in preparing students for college;

# Gear Up Vision and Objectives

- Providing intensive, individualized and coordinated support to students that includes mentoring, counseling, and tutoring;
- Providing ongoing staff training and professional development opportunities to help teachers raise expectations for all students;
- Establishing strong Partnerships that involve a long-term commitment and a meaningful role for each partner in improving students' preparation for college

# Gear Up Vision and Objectives

- Building local and State efforts and encouraging local and State investment to sustain GEAR UP activities and services beyond the grant;
- Designing comprehensive projects informed by research on effective practices that include careful evaluations to enable continuous improvement and guide project replication.



# Gear Up Organizational Structure

## Administration

- Deputy Commissioner for Academic and Student Affairs
- OCHE Gear Up Director
- OPI Gear Up Coordinator
- School-Community Coordinators
- Tutors, Mentors
- OCHE Sub-Contractors

# Gear Up Organizational Structure

## Governance

- Executive Steering Committee
- Operations Advisory Committee
- Local Advisory and Coordinating Councils
- Job Alike Committees

# OCHE's Gear Up Role

- Designated by Governor as Lead Agency
- Facilitating Systemic Change
- Fiscal Agent
- Responsible for Oversight and Implementation of project objectives
- Responsible for convening, developing and maintaining the GEAR UP Partnership
- Developing and Administering a State GEAR UP Scholarship Program

# Gear Up Project Components

- Counseling
- Professional Development
- Assessment
- Curriculum
- Technology
- Academic and Cultural Enrichment Programs
- Student Mentoring

## OPI's Gear Up Role

- A full-faith effort to implement GEAR UP goals, objectives and activities at every level and in every department and program throughout OPI
- Facilitating Systemic Change
- Participate in all levels of the GEAR UP Governance Structure.

**MONTANA**

# **School Improvement**

**COMMUNICATING AND BUILDING PARTNERSHIPS**

**Teacher Education**

**Accreditation**

**Standards**

**Profile**

**Assessment**

**Professional Development**

**Mission: Improving teaching and learning for all through education, communication, advocacy, and accountability.**

**Goal 1:** Support schools so that all students can achieve high standards.

**Goal 2:** Assess and communicate the quality and achievements of K-12 education.

**Goal 3:** Provide access to and management of information and data related to K-12 school improvement.

**Goal 4:** Deliver quality instruction through professional development.

**Goal 5:** Support accountability and improvement in all Montana schools

## OPI's Gear Up Role

- The OPI Coordinator will coordinate and collaborate closely with all GEAR UP sub-contractors and grant awardees
- Participate as a co-sponsor in the design, development and implementation of a GEAR UP Early College Awareness Conference
- Publicize GEAR UP at every juncture to appropriate audiences

## OPI's Gear Up Role

- Work to integrate and institutionalize GEAR UP vision, objectives, activities and services within current OPI programs, departments and reform efforts
- Work closely with OCHE to encourage and assist Demonstration Schools to understand, support, implement and assess all pertinent GEAR UP objectives, services and activities.



**WHAT ARE THE BENEFITS OF  
BEING A GEAR UP  
DEMONSTRATION SCHOOL?**

- Additional staff to provide direct counseling and academic services to students and parents;
- Additional funding for student activities such as college visits, summer programs, etc.
- Free professional development training
- Increased information and contacts with parents
- Additional student/teacher resources and materials
- Assistance in implementing current requirements such as state curriculum standards
- Other services directly related to individual school improvement/consolidated plans or schoolwide plans

WHAT SERVICES WILL GEAR  
UP PROVIDE FOR STUDENTS  
AND PARENTS?

- Early awareness activities and information
- Assistance with academic preparation
- Career and postsecondary exploration and planning
- Opportunities to participate in field trips, career fairs, campus activities, summer programs, community service, and cultural activities
- Mentoring and tutoring
- Scholarships

## Services Provided to All Students

Services	Anticipated Frequency
Workshops (delivery of information/curriculum) by program staff, consultants, or volunteer presenters	2 group workshops per month
Joint workshops with parents	2 per year minimum
Individual counseling and advising	At least 1 session per quarter
College visits	1 per year
Career site visits	1 per year
Montana Career Info Computerized Guidance System (individualized career counseling)	On-going/Annually
Role model speaker in regular classrooms	Quarterly
GEAR UP Study/Homework Groups (in-school)	Weekly (option to attend)
Annual GEAR UP Curriculum Week (in every classroom)	Annually
Annual GEAR UP Student Conference (with 21 <sup>st</sup> Century Scholarship Awards in 7 <sup>th</sup> Grade)	Each Spring
Services Provided Based Upon Assessed Need /Interest/Availability	
Tutoring and Mentoring	Variable – Available in Every School by Year 2
Academic and Cultural Enrichment Programs Summer Enrichment Camps Youth Conferences/Training Institutes Saturday Academies/Computer Labs After-school Academies Saturday Academies Summer Remediation Programs	Variable depending upon program
Gear UP Student Newsletter	Bi-monthly?
Gear Up student web-site	Updated continuously

# Parents

- Ongoing information, support, and strategies aimed to increase parent involvement in preparing students for college
- Opportunities to participate in GEAR UP events
- Assistance with college and financial aid planning and the application process

- Quarterly parent workshops at school or community location. Informational or skill development to support students' motivation and preparation.
- Bi-monthly information mailings on early college awareness, financial aid and academic performance topics.
- Provide parent training workshops on curriculum homework content and pedagogy, empowerment, parenting skills, computer literacy and technology and college information such as financial aid and academic preparation.

- Broaden the definition of parents to include grandparents, guardians, and other caregivers; and provide activities for the entire family, siblings included, to remove family barriers to attending.
- Arrange for childcare during parent workshops and activities.
- Develop, train, and implement parent training-parents teams.
- Provided professional development training to teachers, counselors, principals, and staff to work effectively with parents.



- Work with each demonstration school to develop a comprehensive long term Parent/Family Involvement Plan.
- Work with GEAR UP partners to develop and disseminate a state-level Parent/Family Involvement Model and Manual for all Montana schools.
- At least one personal contact, either phone or personal, each semester to discuss GEAR UP goals and services.
- GEAR UP Parent Web-site.

# Demonstration School Requirements

- Commitment to GEAR UP vision and goals
- Active collaboration with GEAR UP in the development, implementation and evaluation of GEAR UP objectives
- Support and implement GEAR UP objectives/activities with OCHE
- Access to students as agreed upon in Memorandum of Agreement

# Demonstration School Requirements

- Provide support and shared supervision to GEAR UP School-Community Coordinators
- Documentation of In-Kind and/or cash matching funds
- Other specific commitments as outlined in the GEAR UP Memorandum of Agreement agreed upon with each Demonstration School

OVERVIEW OF PROJECT  
COMPONENTS AND THEIR  
IMPACT ON  
DEMONSTRATION  
SCHOOLS

# Assessment

- Participate in development and implementation of Gear Up benchmarks and indicators
- Participate in training regarding implementation of assessment mechanisms and tools
- Assist in collection of baseline data – help administer teacher surveys, obtain student data, evaluate counseling services, etc.
- Work with Gear Up to institutionalize project indicators and assessment mechanisms within the school evaluation plan, and to use project data to drive decision-making

# Professional Development

- Collaborate and coordinate with Gear Up staff and the Professional Development sub-contractor in the design and development of project professional development opportunities.
- Work with Gear Up to arrange on-site In-Service trainings annually.
- Provide release time for Gear Up Teacher Teams and Counselors to attend on-campus trainings.
- Encourage and support staff to participate in all Gear Up professional development services.

# Counseling

- Collaborate with Gear Up to implement early college awareness/preparation philosophy and services within the School Counseling Program.
- Host and supervise Graduate School Counseling Interns if assigned to your school.
- Provide release time for school counselors to participate in Gear Up training.
- Help design and pilot a Gear Up School Counseling Program manual.

# Curriculum

- Work with Gear Up to conduct a survey of course offerings and content with regard to early college awareness and overall academic rigor.
- Implement a Gear Up curriculum week annually.
- Collaborate with OPI and Gear Up on strategies to implement the new curriculum standards.
- Encourage, support and facilitate teachers' implementation of Gear Up curriculum and content.



# Gear Up Staff in Demo Schools

- **School-Community Coordinators**
  - Lines of Reporting -- Shared supervision between OCHE and Principal
  - Hiring -- Always interviewed and selected jointly by OCHE/Demonstration School
  - FTE -- proportional to size of student cohort
- Staffing Options
  - On OCHE payroll – generally all full-time positions
  - On School payroll – generally part-time positions where employee is already on the school payroll
  - Vista volunteers supervised and trained by OCHE

# Other Gear Up Staff

- Graduate School Counseling Interns
- Tutors
- Mentors
- Teacher-Mentors